

Academic Activities Committee Meeting Minutes **Wednesday, August 22, 2012 – 3:30 p.m., NOC 017**

Present: Dr. Patricia Donat, Dr. Dianna Spence, Dr. Richard Oates, Dr. Brad Bailey, Dr. John Cruthirds, Dr. Donna Gessell, Dr. Dianne Nelson, Ms. Shawn Tonner, Mr. Jimmy Adams, MAJ Greg Kileen, Ms. Jill Brady, Dr. Kim Melton, Dr. Dlynn Armstrong-Williams, Dr. Nancy Dalman, Dr. Mike Bodri, Dr. Pam Sachant, Dr. Tim May, Dr. Steve Lloyd, Dr. Alvaro Torres-Calderon, Mr. Andy David, Dr. Brian Mann, Dr. Terry McLeod, Dr. Chris Jespersen, Dr. Bob Michael, Dr. Susan Ayres, Dr. Joyce Stavick, Dr. Phillip Palmer, Dr. Denise Young, Mr. Brooks Lansing, Dr. Warren Martin, and Dr. Jennifer Allen.

Academic Policy Recommendations

- Dr. Donat provided an overview of recommendations for legislative requirements, maximum load for students, overall graduation requirements, and the posthumous degree policy. These recommendations were made by a consolidation work group and have the support of the Academic Affairs Coordinating Group. Discussion ensued about the recommendations. Individual programs are permitted to add more stringent standards, if needed. Dr. Bodri made a motion to approve the recommendations. Dr. Melton made the second. The motion passed by consensus.

Revised Core Area B Recommendation

- Dr. Donat presented the revised core curriculum recommendation, including the rationale. The revised outcome is “Students will integrate divergent perspectives to develop creative and ethical solutions relevant to a global society.” The Deans Council supported moving forward on this, but asked for additional consideration by the workgroup to create enough hours within Area B to permit two courses with one being a global course and one a language course. Discussion ensued regarding this recommendation. Dr. Gessell made a motion to approve the revised Area B learning outcome. Dr. Nelson made the second. The motion passed by consensus. Dr. Michael made a motion to forward the deans’ recommendation also as a recommendation from the Academic Activities Committee. Dr. Jespersen made the second. The motion passed with two opposing votes by Dr. Melton and Dr. Martin.

Summer Proposal

- Dr. Donat discussed the revised summer proposal in which the start of the Maymester coincides with the start of the First Short session, and the end of the Long Session coincides with the end of the Second Short Session. Dr. Michael made a motion to approve the summer proposal. Dr. Jespersen made the second. The motion passed by consensus.

Policy Change in the School of Arts & Letters

- Dr. Oates announced the policy of no grade below “C” will be acceptable in any Political Science or Criminal Justice course or any course in the major area for Political Science, Criminal Justice, or International Affairs majors. This policy was approved by the Deans

Council in April 2011, yet it was never formally voted on by the Academic Activities Committee. The policy change was included in the 2011-2012 Undergraduate Bulletin. Dr. Martin made a motion to approve the policy. Dr. Armstrong-Williams made the second. The motion passed by consensus.

Department of Criminal Justice Course Revisions

- Dr. Allen presented the revisions to CRJU 2001, 2002, and 4850C. The department made the decision to remove the pre- or co-requisite of CRJU 1100 to allow students to enroll in CRJU 1100 after or at the same time as 2001. The revision to CRJU 4850C is to remove the letter “C” from the course number. These items were presented for informational purposes. No vote required.

Department of History & Philosophy

- Dr. May presented the addition of HIST 2400 Introduction to Modern Middle East and the revision of HIST 3400 History of Modern Middle East to make the catalogue description match the content of the course. These items were presented for informational purposes. No vote required.

Meeting adjourned at 4:15pm.

Minutes respectfully submitted by Melissa Adams.

Academic Activities Committee Meeting Minutes

Wednesday, September 5, 2012 – 3:30 p.m., NOC 017

Present: Dr. Patricia Donat, Mr. James Adams, Dr. Bonnie Morris, Ms. Shawn Tonner, Dr. Dlynn Armstrong-Williams, Dr. Jennifer Allen, Mr. Todd Campbell, Dr. Joyce Stavick, Dr. Pam Sachant, Mr. Andy David, Dr. Kim Melton, Ms. Samantha Thompson, Ms. Fran Wasson, Dr. Phillip Palmer, Dr. Denise Young, Dr. Donna Gessell, Dr. Susan Brandenburg-Ayres, Dr. Richard Oates, Dr. Michael McGinnis, Dr. Richard Prior, Dr. Terry McLeod, Dr. Brian Mann, Dr. Chris Jespersen, Dr. Alvaro Torres-Calderon, Dr. John Cruthirds, Dr. Brad Bailey, Dr. Nancy Dalman, Dr. Steven Lloyd, Dr. Anna Rulska, Dr. Tamara Spike, Dr. Warren Martin, and Dr. Elaine Taylor.

Approval of August 22, 2012 Minutes

- Dr. Oates made the motion to approve the minutes. Dr. Martin made the second. The motion passed by consensus.

Department of Visual Arts Course Addition

- Dr. Donat announced the addition of FILM 4700 Digital Intermediate Effects. This course was previously approved by the Deans Council. No vote required.

UNIV 1500 Addition

- Mr. Campbell announced the addition of UNIV 1500, a supervised independent study course to provide students the opportunity either to pursue more detailed study of the content of a prior course or to analyze a topic not currently covered in the student's area of interest. The course may also be an option for first- and second-year students who wish to undertake a pre-internship experience in a particular field of study. This course was previously approved by the Deans Council. No vote required.

Associate Degree Requirements

- Dr. Donat announced the only change in associate degree requirements is the minimum number of credit hours in residency to 15 credit hours. Dr. Sachant moved to approve the requirements. Dr. Martin made the second. The motion passed by consensus.

Elimination of PHED Graduation Requirement

- Dr. Donat announced that GSC currently requires four hours of wellness and physical activity courses for their degree programs. The Academic Policy Workgroup recommended we discontinue this requirement for UNG, which was upheld by the Academic Affairs Coordinating Group. The elimination of the PHED graduation requirement is opposed by some PE faculty at GSC, but it is endorsed by HPE faculty at NGCSU. Dr. Gessell moved to eliminate the PHED requirement. Dr. Martin made the second. The motion passed by consensus.

Certificates, Career Associate, Associate, and Baccalaureate Programs

- To begin the process of reviewing all plans of study and degree programs for UNG, Dr. Donat presented programs that existed at GSC, but not at NG. Dr. Donat mentioned the BA in Communication will not be voted on today, and it was deleted from the list of programs to be voted on by the Academic Activities Committee. These programs are in the portfolio of approved programs of the BOR by SACS for GSC. Dr. Gessell moved to approve the programs. Dr. McGinnis mad the second. The motion passed by consensus.

Meeting adjourned at 4:00pm.

Minutes respectfully submitted by Melissa Adams.

Academic Activities Committee Meeting Minutes
Wednesday, October 3, 2012 – 3:30 p.m., NOC 017

Present: Dr. Patricia Donat, Mr. James Adams, Dr. Richard Prior, Dr. John Cruthirds, Dr. Brian Mann, Dr. Joyce Stavick, Dr. Anna Rulska, Dr. Timothy May, Dr. Chris Jespersen, Dr. Dlynn Armstrong-Williams, Dr. Jennifer Allen, Dr. Pamela Sachant, Dr. Alvaro Torres-Calderon, Dr. Steven Lloyd, Dr. Michael McGinnis, Dr. Renee Bricker, Dr. Bob Michael, Ms. Darcy Hayes, Dr. Susan Brandenburg-Ayres, Dr. Laurie Jossey, Dr. Phillip Palmer, MAJ Greg Killeen, Ms. Shawn Tonner, Dr. Kim Melton, Dr. Denise Young, Dr. Dianne Nelson, and Dr. Warren Martin.

Approval of September 5, 2012 Minutes

- The committee voted unanimously to approve the minutes.

Military Science Recommendations

- MAJ Killeen noted there were only five cadets at the Oconee campus being serviced by the ROTC detachment at UGA. One was contracted, and the other four cadets were not. Starting January 1, 2013, neither Military Science nor Air Science will exist at the Oconee campus. In order for the cadets to continue in the UNG ROTC program, they must attend classes at the Dahlonega campus. The committee voted unanimously to approve the recommendations.

BS Early Childhood Care & Education

- Dr. Donat announced GSC's BS in Early Childhood was missed during the review of all programs and needs to be officially reviewed by this committee. Dr. Michael noted that the program has been approved by NGCSU. Dr. Melton moved to approve Area F and the major courses of the degree. Dr. Martin made the second. The committee voted unanimously to approve the area F and the major courses of the program.

Intro Schedule

- Ms. Hayes presented the Intro schedule for spring and summer 2013. The first Intro will take place Tuesday, April 16th. During the summer, orientation dates will be June 10th-11th for Intro I, June 12th for TSOAR (previously Non-Trad Intro), and June 13th-14th for Intro II. A similar schedule will occur during the week of July 22nd-26th, with the first Intro from June 22nd-23rd, TSOAR on July 24th, and the second Intro from July 25th-26th. The last session will be a late "Express Intro" on August 12th for out-of-state cadets, international students, and possibly other special groups of students.

Meeting adjourned at 4:10pm.

Minutes respectfully submitted by Melissa Adams.

Academic Activities Committee Meeting Minutes

Wednesday, October 17, 2012 – 3:30 p.m., NOC 017

Present: Dr. Patricia Donat, Dr. Phillip Palmer, Dr. Jennifer Allen, Dr. Anna Rulska, Dr. Laurie Jossey, Dr. Susan Brandenburg-Ayres, Dr. Brian Mann, Dr. Alvarro Torres-Calderon, Dr. Cristian Harris, Dr. Michael McGinnis, Ms. Charlotte Slater, Dr. Bonnie Morris, Ms. Shawn Tonner, Dr. Kim Melton, Ms. Jill Brady, Dr. Richard Prior, Dr. Steven Lloyd, Dr. Terry McLeod, Dr. Renee Bricker, Dr. Timothy May, Dr. Pam Sachant, Mr. Andy David, Dr. Chris Jespersen, Dr. Nancy Dalman, Dr. Ryan Shanks, Dr. Robert Michael, Dr. Donna Mayo, MAJ Greg Killeen, Dr. Joyce Stavick, Dr. John Cruthirds, Dr. Brad Bailey.

Approval of October 17, 2012 Minutes

- Dr. Prior moved to approve the minutes. Dr. Brandenburg-Ayres made the second. The committee voted unanimously to approve the minutes.

Core Curriculum Proposal

- Dr. Donat introduced the proposal, which was approved by all appropriate levels at the GSC campus. The NG Deans Council reviewed the proposal on 10/15/12 and recommended a small amendment to Area E.
- Dr. Shanks presented the proposal. The Area B outcome and three learning goals are still awaiting approval of the Council on General Education. Concerns were expressed by various committee members regarding the proposal. Dr. Donat discussed the amendment to Area E proposed by Deans Council to provide greater flexibility for students.
- Dr. Donat explained the process for moving forward with approval of the core curriculum. The deadline for submission to the next Council on General Education meeting is this Friday, 10/19/12. Dr. Donat announced the Academic Activities Committee could consider today's review a "first reading" and act at the next meeting in two weeks or act today. In the event that NG and GSC are unable to come to agreement regarding the core curriculum, the Academic Affairs Coordinating Group will be the final arbiter and determine the final proposal for UNG.
- Dr. Michael moved to act on the current proposal. Dr. Jespersen made the second. The committee voted unanimously to act on the proposal at this meeting.
- Dr. Cruthirds offered a friendly amendment to include CSCI 1250 in the list of CS courses in Area D. The friendly amendment was accepted.
- Dr. Mann offered a friendly amendment to change the language requirement in Area B to 1002 only, not an option of 1001-2002. The friendly amendment was approved with opposing votes from Ms. Brady, Dr. Oates, Dr. Melton, Dr. Prior, and Dr. Mayo. The committee voted unanimously to approve the proposal with the friendly amendments.
- These recommendations will be forwarded to the Academic Affairs Coordinating Group for review.

Meeting adjourned at 4:36 p.m. Minutes respectfully submitted by Melissa Adams.

Academic Activities Committee Meeting Minutes

Wednesday, October 31, 2012 – 3:30 p.m., NOC 017

Present: Dr. Richard Oates, Dr. Phillip Palmer, Dr. Pam Sachant, Dr. Jennifer Allen, Dr. Donna Gessell, Dr. Kim Melton, Dr. Michael McGinnis, Dr. Dick Prior, Dr. Laurie Jossey, Dr. Susan Ayers, Dr. Bob Michael, Dr. Anna Rulska, Dr. Leo Downing, Dr. Dlynn Armstrong-Williams, Dr. Tim May, Dr. Steven Lloyd, Dr. Nancy Dalman, Ms. Bonnie Morris, Ms. Shawn Tonner, Dr. Joyce Stavick, Dr. Denise Young, Mr. Jimmy Adams, Dr. Renee Bricker, Dr. Warren Martin, Dr. Brad Bailey, MAJ Greg Killeen, Ms. Jill Brady.

Approval of October 17, 2012 Minutes

- The committee approved the minutes.

UNG Honors Program Policies

- Dr. Oates presented the recommendation for UNG honors qualifications. Dr. Martin moved to accept the proposal. Dr. May made the second. Ms. Tonner suggested a friendly amendment to add a requirement for honors students to submit a capstone or thesis for permanent archive in the Digital Commons. Discussion ensued about the friendly amendment. Dr. Oates noted the proposal can be approved with a recommendation to the workgroup in the form of “official feedback” from the committee without adding to the policy at this time. Ms. Morris moved to approve the friendly amendment. The motion to approve the proposal for characteristics of UNG Honors Students and the recommendation to provide additional feedback to the workgroup passed by consensus.
- Dr. Oates presented the proposal for progression through the UNG Honors Program. Dr. Gessell moved to accept the proposal. Dr. Prior made the second. The motion passed by consensus.
- Dr. Oates presented the proposal for UNG Honors Program, Interdisciplinary Honor Societies, and other honors activities. Dr. Prior moved to accept the policy. Ms. Tonner made the second. Discussion ensued regarding the policy and need to return the policy to the workgroup for clarification about who is responsible for decisions regarding the Honors Program. The motion did not pass. The proposal will be returned to the workgroup for revision.

UNG Area A Policy

- Dr. Oates presented the recommendation for UNG to follow the USG policy on completion of Area A of the core curriculum. Dr. Gessell moved to approve the proposal. Dr. Melton made the second. The motion passed by consensus.

UNG Policy on Course Repeats

- Dr. Oates presented the proposed UNG policy on course repeats. The policy states that the last course attempt will stand and be counted in the GPA calculations. Dr.

Armstrong-Williams moved to accept the proposal. Dr. Mann made the second. The motion passed by consensus.

UNG Policy on Credit By Exam

- Dr. Oates presented the recommendation made by the Leadership Council and Executive Planning Team that UNG will be a member of the USG's Adult Learning Consortium and the Servicemembers Opportunity College (SOC) Consortium and adhere to the Consortia policies related to awarding academic credit via prior learning assessments. Following a motion to accept the recommendation, discussion ensued regarding the standards. Dr. Melton asked that we return the proposal in order to specify that minimum scores are for 1000-2000 level courses and higher scores will be set for 3000-4000 level courses. No second was made, and the committee voted to return the proposal with a recommendation to include upper division scores above ACE requirements.
- Dr. Oates presented the proposed UNG Credit by Exam policy. Associate degree programs will allow 30 hours of credit by exam, and baccalaureate programs will allow 45 hours of credit by exam. Dr. Mann moved to accept the proposal. Dr. Prior made the second. The motion passed by consensus.

UNG Policy on Incomplete Grades Form

- Dr. Oates presented the proposed UNG policy for the Request for Incomplete Grade Form. Dr. Gessell noted a need to wordsmith the policy and form. Ms. Brady mentioned that the UNG policy on incomplete grades is complete and matches the NG policy. Following the motion, the committee voted unanimously to approve the proposal.

Course Lists

- Dr. Oates presented the compiled list of courses, including GSC courses, deleted NG courses, and revised NG courses and described the processes involved in creating Banner C.

Meeting adjourned at 4:32 p.m.

Minutes respectfully submitted by Melissa Adams.

Academic Activities Committee Meeting Minutes

Wednesday, November 14, 2012 – 3:30 p.m., NOC 017

Present: Dr. Patricia Donat, Dr. Richard Oates, Mr. Jimmy Adams, Ms. Bonnie Morris, Dr. John Cruthirds, Dr. Brad Bailey, Ms. Nicole Bronsted, Dr. Renee Bricker, Dr. Alvaro Torres-Calderon, Dr. Brian Mann, Dr. Kristi Hislope, Mr. Nicolas Hu, Dr. Vicki McCard, Dr. Warren Martin, Ms. Jill Brady, Dr. Kim Melton, Dr. Dianne Nelson, Dr. Pam Sachant, Dr. Joyce Stavick, Ms. Shawn Tonner, Dr. Phillip Palmer, Dr. Denise Young, Dr. Russell Teasley, Dr. Steven Lloyd, Dr. Jennifer Allen, Dr. Dlynn Armstrong-Williams, MAJ Greg Killeen, Dr. Laurie Jossey, Dr. Susan Brandenburg-Ayres, Dr. Chris Jespersen, Dr. Bob Michael, Dr. Donna Mayo, Dr. Nancy Dalman, Mr. Andy David, Dr. Elizabeth Combier.

Approval of October 31, 2012 Minutes

- Dr. Martin moved to approve the minutes as written. Dr. Jossey made the second. The motion passed by consensus.

Promotion & Tenure Criteria Policy

- Dr. Donat presented the policy for Promotion and Tenure criteria. Discussion ensued regarding the policy. Dr. Michael made a motion to approve the policy. Dr. Melton provided the second. The motion passed by consensus.

Promotion & Tenure Recommendations

- Dr. Donat presented the recommended procedures for the Promotion and Tenure process. The actual instruments for use in the process will be reviewed at the next Academic Activities meeting.

Religious Holidays

- Dr. Donat presented the policy for UNG, which is identical to the current policy in the Faculty Handbook. Dr. Mann moved to approve the policy. Dr. Martin made the second. The motion passed by consensus.

Chemistry Department Course Additions

- Dr. Donat presented the addition of CHEM 1211H, 1212H, 4254, 4544, 4754, 4917, and 4918. The courses were approved by Deans Council. No vote required.

Revised Honor Societies and Activities Policy Proposal

- Dr. Donat announced the policy was revised to clarify that the UNG Honors Program will serve as coordinator for all matters relating to Institutional-wide Honors groups and activities. The Honors Program will also develop and maintain a list of names and contact information of both institution-wide and discipline-specific honors groups. Dr. Sachant moved to accept the policy. Dr. Bailey made the second. The motion passed by consensus.

Revised Statement on Credit by Exam

- Dr. Donat presented the revised statement and an additional friendly amendment to the statement: “CLEP exams cover material that students typically encounter during their first two years of college. CLEP credit awarded for courses at the 1000 and 2000 level will follow ACE Recommendations. For courses at the 3000 level, departments may set higher pass scores.” Dr. Melton noted the statement only includes CLEP and not DSST, IB, and AP. Dr. Donat recommended sending the statement back for further revision before voting.

Core Curriculum

- Dr. Donat announced that any courses that were previously in a different area of the core will have to be approved by the Regents Advisory Committees for the specific area in the UNG core curriculum, and they will then all go to the Council on General Education for review. Typos within the document were reported and will be corrected. Concerns were expressed regarding the reduction of the language requirement from 1002 to 1001. Dr. Donat encouraged individual programs to integrate their own language requirements within their plans of study as a bridge to the new University. It was recommended to change the verbiage regarding the language requirement to “1001, 1002, 2001, or 2002.” This recommendation will be conveyed to the Academic Affairs Coordinating Group.

Meeting adjourned at 4:10 p.m.

Minutes respectfully submitted by Melissa Adams.

Academic Activities Committee Meeting Minutes

Wednesday, November 28, 2012 – 3:30 p.m., NOC 017

Present: Dr. Patricia Donat, Dr. Richard Oates, Mr. Jimmy Adams, Ms. Alicia Caudill, Ms. Alyson Paul, Dr. Renee Bricker, Ms. Bonnie Morris, MAJ Greg Killeen, Dr. Russell Teasley, Dr. Brad Bailey, Mr. Andy David, Dr. Michael McGinnis, Dr. John Cruthirds, Dr. Dianne Nelson, Dr. Pam Sachant, Dr. Donna Gessell, Dr. Kim Melton, Dr. Denise Young, Dr. Donna Mayo, Dr. Susan Brandenburg-Ayres, Dr. Phillip Palmer, Dr. Cristian Harris, Dr. Anna Rulska, Dr. Richard Prior, Dr. Jennifer Allen, Dr. Joyce Stavick, Dr. Nancy Dalman, Dr. Steven Lloyd, Dr. Terry McLeod, Dr. Alvaro Torres-Calderon, Dr. Warren Martin, Dr. Brian Mann, Dr. Chris Jespersen, Dr. Robert Michael.

Approval of November 14, 2012 Minutes

- Dr. Martin moved to approve the minutes as written. Dr. Bricker made the second. The motion passed by consensus.

Core Curriculum Update

- Dr. Donat presented edits made to the UNG Core Curriculum document. Additional edits were also made by committee members. A request was made for departments to inform Dr. Dianna Spence of science courses considered a sequence for advising purposes.

Email Policy

- Dr. Donat presented the UNG Email Policy suggested by Student Affairs. Discussion ensued and edits were made to the policy. The committee voted on the following revised wording: UNG Student Email Policy. University-issued student email is the official channel of communication between the University of North Georgia and its students regarding university policies, procedures, and/or deadlines. The responsibility lies with students to regularly monitor their email accounts and be aware of the information sent by the university. Failure to monitor university email communications will not excuse students from complying with the university policies, procedures, and/or deadlines and will not be considered grounds for appeal for relief from those policies, procedures, and/or deadlines. Dr. McGinnis moved to approve this wording of the policy. Dr. Mann made the second. The motion passed by consensus.

Course Additions

- Dr. Donat announced the addition of BIOL 2800, BIOL 2801, BIOL 4100, ECSP 3000, and ECED 3000. The courses were approved by Deans Council. No vote required.

Code of Conduct

- Ms. Alyson Paul and Ms. Alicia Caudell presented an overview of the process for the appointment of the Student Conduct Committee, Student Conduct Administrators, and Student Conduct Board, the process for reporting issues of academic misconduct, and the proposed Code of Conduct for UNG. Discussion ensued and edits were recommended.

Meeting adjourned at 4:35 p.m.

Minutes respectfully submitted by Melissa Adams.

Academic Activities Committee Meeting Minutes

Wednesday, December 12, 2012 – 3:30 p.m., NOC 017

Present: Dr. Richard Oates, Dr. Leo Downing, Dr. Dlynn Armstrong-Williams, Dr. Joyce Stavick, Dr. Bob Michael, Dr. Alvaro Torres-Calderon, Dr. Steve Lloyd, Dr. Pam Sachant, Dr. Jennifer Allen, Dr. John Cruthirds, Dr. Kim Melton, Ms. Jill Brady, Ms. Bonnie Morris, Mr. Andy David, Dr. Nancy Dalman, Dr. Brian Mann, Dr. Terry McLeod, Dr. Denise Young, Dr. Phillip Palmer, Dr. Warren Martin, Ms. Shawn Tonner, Dr. Michael Bodri, Dr. Michael McGinnis.

Approval of November 28, 2012 Minutes

- The minutes were approved by consensus.

UNG Policies

- Dr. Oates presented the Attendance Policy. Dr. Armstrong-Williams moved to approve the policy. Dr. Melton made the second. The motion passed by consensus.
- Dr. Oates presented the Military Credit Policy. MAJ Killeen moved to approve the policy. Dr. Armstrong-Williams made the second. The motion passed by consensus.
- Dr. Oates presented the Academic Renewal Policy. Discussion ensued regarding the policy. Dr. Martin moved to approve the policy. Dr. Armstrong-Williams made the second. The motion passed by consensus.
- Dr. Oates presented the revised Academic Standing Policy. Dr. Melton recommended a change to the wording of the third paragraph regarding length of suspension to “Students suspended at the end of one semester will not be eligible to enroll for the next three academic semesters including summer.” Dr. Oates noted the wording will be changed to clarify length of suspension. Dr. Martin moved to approve the policy. Ms. Tonner made the second. The motion passed by consensus.
- Dr. Oates presented the Grading Policy. Discussion ensued. Dr. Armstrong-Williams moved to approve the policy. Dr. Mann made the second. The motion passed by consensus.
- Dr. Oates presented the revised PLA Credit Policy. Discussion ensued. Dr. Bodri moved to approve the policy. Dr. McGinnis made the second. The motion passed by consensus.
- Dr. Oates presented the revised Statement on Credit by Examination. Dr. Melton recommended revising the statement so that departments may set higher pass scores for 3000 and 4000 level courses. She will send the appropriate wording to Dr. Oates to be included in the statement. Dr. Melton noted this recommendation was made during a previous meeting, but the change was not made as requested at that time. MAJ Killeen moved to accept the statement with the additional wording regarding departmental standards. Dr. Martin made the second. The motion passed by consensus.
- Dr. Oates presented the Transfer Credit Policy. Dr. McLeod moved to accept the policy. Dr. Armstrong-Williams made the second. The motion passed by consensus.
- Dr. Oates presented the Transient Permission Policy. Discussion ensued regarding the removal of the requirement for students to obtain special permission for repeated courses. Dr. Cruthirds moved to return the condition on special permission for repeated courses to the policy. Dr. Melton made the second. Dr. McLeod moved to accept the policy with the condition on repeated courses. Dr. Armstrong-Williams made the second. The motion

passed by consensus. The policy will be returned to the Academic Affairs Workgroup (Blue Group) for review.

Institutional Review Board Policies

- Dr. Oates presented the policies. Dr. Bodri moved to approve the policies. Dr. Mann made the second. The motion passed by consensus.

AA in Religion

- Dr. Oates presented the plan of study for the AA in Religion, which was inadvertently left off of the previous list of GSC plans of study for approval. Dr. Melton moved to accept the plan of study. Dr. McLeod made the second. The motion passed by consensus.

Revised Corps of Cadets Participation Policy

- Dr. Oates presented the newly revised CPP recently approved by the President. This item was presented for informational purposes only.

Course Additions and Revisions

- Dr. Oates presented the addition of HIST 3420 and HIST 4830, and the revision of SOCI 3180. These were approved by the Deans' Council. No vote required.

End of Term Reminders

- Dr. Oates announced the suspension of program revisions and course additions until the system is cleaned up and ready for Banner C. An announcement will be made when this is once again permissible.
- Dr. Oates reminded the group about the final exam policy. An exceedingly large number of complaints have been made by students and parents about not having final exams or assessments in their classes. Please remind faculty that all are expected to adhere to the final exam policy.

Meeting adjourned at 4:30 p.m.

Minutes respectfully submitted by Melissa Adams.